



INVITATION FOR QUOTATION

09 DEC 2024

Our Ref No. : DBATU/Store/Avishkar /Brochure /2024-25/ 4685

Date: 07/12/2024

Quotation For: "Avishkar 2025" Information Brochure

Due On: 16/12/2024

Date of Opening: 16/12/2024

Time: 04.00

To,

Sub: QUOTATION FOR THE SUPPLY OF STORE

Dear Sir,

Your quotation for the items listed overleaf, may please be submitted to the under signed, so as to reach this Office not later than dt. 16/12/2024 11.00 am

While submitting your quotation, the following procedure may please be observed and other points borne in mind.

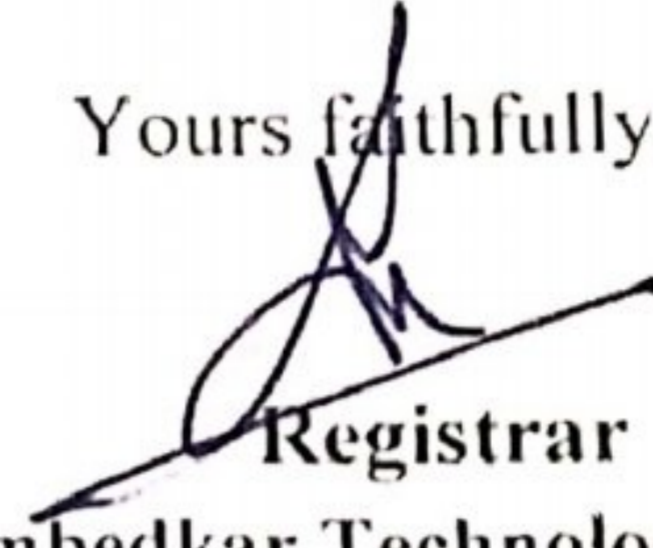
01. The maker's name must be specified.
02. The "Terms and Conditions" for supply and delivery of stores, should be clearly indicated in the quotation, stating whether rates are, inclusive of all taxes, Packing and forwarding charges, Freight charges, etc. or not, however rates offered as including all taxes will be more welcome.
03. If packing and forwarding charges are to be charged separately, it should be so clearly stated in your quotation.
04. Please mention clearly whether consignment would be Ex-Godown, Ex-Shop, or F.O.R. dispatching stations. Preferably terms offered as "Delivery of consignment of stores, on F.O.R."
05. Envelope should be clearly marked with our reference No and date of this quotation. It should also be superscripted as per the format given above.
06. The quotation would be opened as per date and timing given above, if desired by you, you may depute an authorized representative with a letter of authority to be present at the time of opening of the quotation at this Office on the aforesaid day, date & time.
07. Your quotation must be valid for a minimum 30 (Thirty) working days from the date of its opening.
08. Quotation received after the date of opening may not be taken into consideration.
09. Items tendered should conform to the specification shown in the attached list when and where, full or no specifications are indicated against items in the list. Kindly furnish your full specification in accordance with accepted standards against each item tendered. Where reference to catalogue is made, the relevant catalogues/ Pamphlets/ Literature should accompany the quotation.
10. Your quotation should be for all new items and not for second hand.
11. Please state whether items will be available Ex-Stock. If not the minimum period for delivery, or for supplying the items or stores.



12. It should be clearly stated whether **GST**, Insurance, Freight or packing and forwarding charges, or any other taxes and duties, etc. leviable.
13. It would be appreciated if illustrated catalogues/Literature etc is furnished with the quotation.
14. Expression to as "Complete with standard Equipment" complete with standard accessories "Equipment to" As good as should be avoided. If at all their use is unavoidable then it should be very specifically indicated as to what exactly they mean and what exactly would be supplied under them. Any ambiguity or vagueness should be avoided.
15. For convenience, kindly adopt while quoting the same serial Nos. as given in the list detailed below.

Thanking You.

Yours faithfully,



Registrar

Dr. Babasaheb Ambedkar Technological University,
Lonere

List of Items

Sr. No.	Particulars	Make	Qty.	Rate	Total
01	Information Brochure Paper: A4 size Cover: 300 gsm 4 surface 4 Color Printing Inner: 170 gsm 12 surface 4 Color Printing Lamination : Matt Lamination Binding : Center Pinning		2000 nos		

- Quantity of Information Brochure may vary.
- Inner Pages may vary as per final draft copy for Information Brochure. Please Mention price of Inner pages.